Department of Social and Health Services Olympia, Washington

ELIGIBILITY A-Z MANUAL REVISION

Revision # 491

Category / Section Interview Requirements

Issued May 1, 2006

Revision Author John Camp & Stacy Bushaw

Mail Stop 45470

Phone (360) 725-4616 and (360) 725-4622

Email <u>campjx@dshs.wa.gov</u> and <u>bushask@dshs.wa.gov</u>

REMOVE INSERT

Interview Requirements – Revisions to:

- Clarifying Information and Worker Responsibilities under WAC 388-452-0005
- TANF Family Violence Screening
- Clarifying Information under WAC 388-452-0010

Summary

Clarifying Information:

Added information on applications we receive from Basic Food outreach contractors:

- Outreach contractors will add a barcode to the bottom of applications for Basic Food.
- We assume that an in-office interview would be difficult and always offer a phone interview.

Added information scheduling interviews for people who turn in an application through an outreach contractor.
Updated section to be consistent with "plain talk" and "common language" requirements.

Revisions to TANF Family Violence Screening

Redirect link to WorkFirst Handbook Family Violence Section

Worker Responsibilities:

If not deliverable, return to: Distribution Center, MS: 45816 For distribution changes, notify: Manual Distribution: MS 45816 or call 360-586-8439